

**KTD Board Meeting held September 11, 2013 at 7:00 PM**

At the Windmill

**In Attendance:** M Cronk – President, C Franklin – Vice President, K Cullen – Treasurer, E DeLeo – Secretary, E Sears II – Director-Marina, S Plante – Director-Water, J DiFranco – Director-Beach, P Naryniecki – At Large

**Absent:** J Thompson – Director-Property Management

Quorum Achieved

**Guests:** 5

**Review of minutes for July 10, 2013**

Requested Amendments:

- Page 3 Millway (typo)

**Motion** to accept minutes July 10, 2013 KTD Monthly Board Meeting minutes with requested amendments, seconded, all in favor.

**Treasurer's Report**

Financials distributed. KTD is running about 20% higher account balances over this time last year. This increase reflects commitment to fiscal responsibility.

There are currently 14 properties in arrears. 6 lien warning letters were sent as per delinquency schedule adopted last term. 2 warning letters have been returned as undeliverable. 1 homeowner has paid partial delinquency since.

1 of the 2 adverse possession letters sent registered mail was returned as unclaimed. This property abuts windmill property. No further action will be taken pending proposed survey of windmill property in conjunction with water system improvements as water system plans may impact this situation. Surveyor contacted felt adverse possession is only void for municipalities and not sub-divisions. State statutes provided by Atty. M Keenan support this.

**Secretary's Report**

All resident emails received during the prior month were distributed prior to meeting.

1 Freedom of Information (FOI) request was fulfilled.

Keys received that were returned by former board member.

Birthday card sent to resident that turned 100 as agreed upon by Board.

Yahoo Groups mail list manager is being beta tested to determine if deliverability is improved over regular Yahoo mailbox.

Knollcrest Facebook page is up and we will begin to promote as another method to receive updates.

Board will begin sending quarterly business update targeting first for yearend then quarterly. P Naryniecki will assist. Content similar to updates provided at budget meeting.

### **President's Report**

Directorships were confirmed for this term:

Beach - Jody DiFranco

Property Management - Judi Thompson

Marina - Elliott Sears II

Water - Steve Plante

Roads - Charlie Franklin

At Large - Phil Naryniecki

Sample spreadsheet (workbook) of director's responsibilities was shared with new Board members. The current workbook of each directorship's responsibilities will be distributed electronically by Secretary.

Water system responsibilities will be transitioned to new director. Old and new director will continue to work with resident volunteer and electrical contractor on water system improvements.

### **Water System:**

Overview of water system work being done was provided:

- Communication and power have been run up hill to windmill successfully using pipes already in place.

- A 17-kilowatt generator will be installed by electrical panel in compliance with zoning requirements. Its size is that of a large box. It will be mounted on a concrete pad and secured in place. It will be powered by propane. A meeting with Mitchell Fuel Company is planned. 1000-gallon propane tank will be located based on distance from power source and buildings. Intent is to bury tank. Mitchell will help size it. No housing is planned over generator but a roof will be considered. Generator company will make recommendation. Electrical contractor is securing needed permits.
- Certified operator will be brought into discussion to advise on how to communicate with state.
- Backup power solution will power 3 wells.
- Current system configuration is broken into two phases, different power sources. In past, experience has been that only one of two phases lost power.
- Generator will go on automatically but some manual cutover to adjust valves will be needed. A few residents will be trained to perform cutover.
- Backup system will be operational this fall.

It was agreed that we should obtain a survey of windmill property to ensure compliance, in regard to, placement of generator and tank. Cost estimated to be about \$1100. This will verify property boundaries. P Naryniecki will contact surveyor.

**Motion** to pursue windmill survey to verify boundaries to ensure compliance and verify right of way and boundaries, seconded, all in favor. Actual vote to approve amount will be conducted via email.

**Road Work:**

Proposal made by Board to two residents on Eastview to address runoff was rejected. Board requested that residents come back with alternative. One of the two residents acknowledged in recent email that we are waiting on them. This wait has been holding up other curbing repairs. Board agreed to move forward with other repairs on Eastview Rd., at marina, next to pump house, bottom of Millway at intersection with Windmill Rd, and erosion at top of beach road. Additionally, a speed bump was requested at northern end of Windmill Rd. between Chatterton and Millway to address speeding issue.

A potential problem with catch basin on southern end of Eastview Rd. that overflows when rain is heavy was raised. This will be evaluated further.

Roadwork estimate will be broken out to remove rejected proposal by homeowner and ensure that work required at marina is fully understood before requesting motion on expenditure. Once roadwork is confirmed we will put out notice to see if any residents want work such as a driveway done also.

Additional water system items to be addressed include gutter on pump house and four blowouts to be installed on ends of Crestway and Southview Rd.

**Beach:**

Stonewall at beach needs to be repaired on north side.

Beach director provided with form to be submitted to vendor to have beach float brought in for winter.

Slide will be considered for next year. Approximately \$2500

Invoice and schedule of work done by kids for raking at beach was provided to beach director by former director. Windmill key issued to new director.

Garbage pickup will be stopped and vendor called to get porta potty for season at the end of October.

**Marina:**

The Board acknowledged Eileen Schoenhardt, who was instrumental in getting drain at entrance above marina fixed.

Marina director reported that missing anchor at marina was replaced.

There was a discussion regarding canoes and kayaks on the grounds that are taking up parking spaces. Rack is full. Concern raised that owners of some of these boats on shore cannot be identified and some boats do not appear to have been used in years. Proposal made to put out notice to ask residents to claim, so at least we know who owns each one. Suggestion made to extend rack to raise additional canoes up and off the ground. We might consider charging for storage at \$35 or \$50 per season to fund cost of rack.

There was discussion of dock northern dock stringer rentals that are reaching end of life. Director will get bids to replace stringers and fingers. The fingers are 24 inches now, can extend about 6 inches wider at most. There are three fingers, which would add 1 ½ feet overall. Widening or replacing with new fingers of the same width will increase stability. Director suggested that in the spring, we consider power washing and paint all docks with penetrating coating that protects docks and makes them look uniform.

Marina director reported that he is running out of keys for lock at marina ramp. Since key has do not duplicate on it, the original locksmith that lock and keys was purchased from was contacted about additional keys. They can be purchased for \$4 to \$4.25 per key. Director will purchase 20 keys. It will be confirmed that should the lock break that new lock can be set to use the same key as in use.

**Other business:**

There is a meeting tomorrow at 4 pm on water system work with proposed fuel vendor.

Current snow plowing contractor does not want to do two-year contract due to too much uncertainty in costs. Price proposed by contractor is the same as last year.

**Motion** to have current contractor continue plowing for this season at same rate as last year, seconded, all in favor.

Meeting with Atty. Richard Smith (State Representative) for advisement on addressing resident complaints regarding renter is pending. Since complaints received regarding second renter have been received, we will discuss both when getting opinion.

Marina director reported that deep drawn downs of lake are no longer planned. A milfoil solution using sterile carp will be tried.

**Public Comment:**

Resident requested that we cut down sumac tree seedlings so that she can continue to keep eye on marina/boats.

Meeting adjourned. (1:10)